

Regular Meeting
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**REGULAR MEETING
BOARD OF DIRECTORS
GREATER HARTFORD TRANSIT DISTRICT
Hartford Connecticut
January 7, 2010**

**Stephen F. Mitchell, Chairman
Presiding.....**

At 7:02 p.m., a quorum determined to be present; Mr. Mitchell called the Regular Meeting of the Board of Directors of the Greater Hartford Transit District (the "District") to order in the District's Multipurpose Room at the Union Station Transportation Center (the "Center"), One Union Place, Hartford, Connecticut. The following Directors were present: Marilyn Pet, East Hartford; Gilbert Hayes, East Windsor; Kevin G. Mooney and Stephen F. Mitchell, Enfield; Russell G. St. John, Granby; Jason Barone-Cichocki, Frank Lord and Jesse Smith, Hartford; James R. McCavanagh, Manchester; Kevin Chick, Newington; Ferguson R. Jansen, Jr., Simsbury; A. David Giordano and Richard F. Messenger, West Hartford; Brendan T. Flynn and Martin Walsh, Wethersfield. District staff present were Vicki L. Shotland, Executive Director; Kimberly A. Dunham, Director of Fiscal and Administrative Services; DJ Gonzalez, Operations Administrator; and Sandra Sheehan, Director of Grants and Contract Administration. Also present was Bradshaw Smith, a resident of the Town of Windsor, Paul O'Brien, First Transit District Manager and Bill Dupelle, First Transit District Maintenance Manager.

Mr. Mitchell then asked if there were any members of the public who wished to be heard. There were none.

Mr. Mitchell then asked for consideration of the Minutes of the Regular Meeting of December 10, 2009. Mr. Messenger moved adoption of those Minutes. Upon seconding by Mr. Barone-Chicocki, the motion passed by a vote of 34.05 yea, 0.00 nay and 0.00 abstention.

The Chairman then requested presentation of the monthly financial report. Ms. Dunham indicated that the first quarter Dial-A-Ride operating grant payments had been disbursed to all member towns (except for two pending contract execution). She also relayed that the contract between the District and the City of Hartford for Dial-A-Ride service had been extended through June 30, 2010.

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Member Town Dues assessment notices for Fiscal Year 2011 will be distributed within the next two weeks. Board members will be copied on their respective municipality's notice for reference purposes. 2010 Census data is scheduled to be released in December 2010 and population totals will be used to assess Fiscal Year 2012 dues. There has been no disposed ADA or Dial-A-Ride vehicles fiscal year to date; however 35-40 vehicles are slated for sale when the replacement vehicles are received.

Reinstatement of the first ½ hour parking rate from \$.50 to \$1.75 has proven to be a very effective means of increasing revenue. This rate tier is utilized frequently and the projection for additional revenue based on that change is \$17,000 in FY2010. First Night 2010 revenue totaled \$823 versus First Night 2009 revenue of \$793. Disposed Vehicle Revenue received from the sale of eight DATTCO and three Kelley coaches totals \$292,558. Negotiations are ongoing with Collins for the sale of four buses that will net \$105,500 in revenue. All revenues received from the sale of the commuter coaches are being retained in the Enterprise Fund for future use as an offset to allowable grant expenditures for Union Station projects. Staff is also working with the Connecticut Department of Transportation to purchase the 2007 Kelley bus, which will have no monetary effect on the District as the federal interest will be transferred to DOT. However, this transaction will lessen the administrative burden on the agency associated with ownership of that vehicle.

Mr. Mitchell then asked for Program Presentations. Ms. Shotland stated that there would not be any ADA and Dial-A-Ride performance reports presented at the meeting tonight. However, she introduced Mr. Paul O'Brien, First Transit District Manager and asked him to address the Directors briefly. Mr. O'Brien introduced his District Maintenance Manager and then proceeded to provide some statistics for the Board. He stated that there has been significant growth since they took over the contract. Those key areas included; productivity, passenger miles, and passenger trips. He mentioned that the accident frequency rate is down dramatically due to First Transit safety initiatives. Ms. Shotland then asked Mr. Gonzalez to provide an update on the upcoming vehicle procurement. Mr. Gonzalez stated that twelve new replacement vehicles should arrive by mid to late March, and the remainder of the thirty-five vehicles should arrive by the end of April. When Mr. Gonzalez finished with his update, Ms. Shotland noted that the District has received New Freedom funding for the procurement of two accessible taxis which in turn will be operated by Yellow Cab. It will take several months to set up the criteria due to stringent regulations, but it is anticipated that the program will be up and running by this summer.

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Ms. Shotland brought two other items to the Board's attention; one regarding the submission of a request for approximately \$9.5ml for FY2010 capital expenditures, and the other regarding the District's possible interest in acquiring the current site at Wawarne Avenue that houses the ADA Paratransit operation. A short discussion ensued about the "brownfield" issues on that site. However, Ms. Shotland said that this was only investigatory and that the District would like to keep all options open as we await the decision on the TIGER grant submission for the old Tony March property located across the street from CTTRANSIT.

An update was then presented on current leasehold activity. The District will be renewing the license agreement for the Great Hall with Hot Tomato's. Propark has renewed its lease for storage space in the transportation center and has entered into a new lease for approximately 1500 square feet of space on the north platform level to be utilized for a fitness center. Dunkin' Donuts has approached the agency and requested a 47% reduction in rent due to decreased revenue. Ms. Shotland indicated that she had relayed to Dunkin' Donuts representatives her observations on a number of operational issues that maybe contributing factors to decreased revenue. The District has no intention of accommodating the reduced rent request and believes that space is a prime location and highly marketable should the tenant decide to vacate in the future.

Mr. Mitchell asked the Board if there was any other business that Board members would like to discuss. Prior to closing the meeting Mr. Mitchell wanted to tell the Directors that there were Disclosure Statements in their packets and that those who would like to sign them tonight should do so and hand them in to staff.

There being no further business brought before the Board, Mr. Flynn moved that the Meeting be adjourned. Upon seconding by Mr. McCavanagh the motion passed by a vote of 34.05 yea, 0.00 nay, and 0.00 abstention. The Meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Vicki L. Shotland - (Executive Director)
for JAMES R. McCAVANAGH
Secretary

Draft: 1/13/10